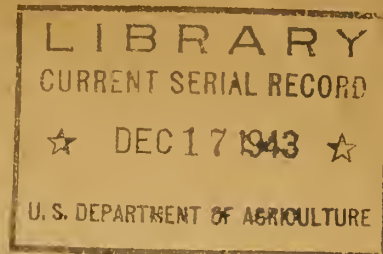


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WAR FOOD ADMINISTRATION
Food Distribution Administration
Washington 25, D. C.

October 29, 1943

SPECIAL COMMODITIES BRANCH MEMORANDUM NO. 17

Supplement A

To: All Order Administrators

From: H. C. Albin, Chief, Special Commodities Branch

Subject: Notice to Regional Offices of Decisions on Appeals

We have been informed by the office of the Deputy Director in Charge of Order Administration that its interpretation of Director's Memorandum No. 42, Revision 1 is that a copy of any decision on an appeal under any order shall be forwarded to the Regional Office of the region in which the appellant is located.

Therefore, an extra copy of each future decision, whether prepared for the signature of the order administrator, or for that of the Deputy Director, shall be provided for the Regional Office concerned. Further, should any decision reflect a change in the order, or a new interpretation, sufficient extra copies shall be provided to furnish one to every regional office.

In those cases where the letter to the appellant is prepared for the signature of the Deputy Director, the copy marked for the regional office shall be retained in the office of the order administrator until notification is received that the Deputy Director has signed the letter. At that time the copy shall be forwarded to the regional office by the order administrator.

H. C. Albin

